APPROVED

Arco Iris Spanish Immersion School

Minutes

July Board Meeting

Date and Time
Thursday July 16, 2020 at 6:00 PM

Location
Zoom Meeting
https://us02web.zoom.us/j/85371068909?pwd=TkpjR0dBNFM4bWplZEhRdGRzU2hJQT09
Meeting ID: 853 7106 8909
Password: 1Uzghf

Directors Present
C. Billings (remote), E. Hatch (remote), L. Anderson (remote), M. Barron (remote), R. Christopherson (remote), S. Marx (remote), S. Stevens (remote)

Directors Absent
S. Trivedi

Directors who arrived after the meeting opened
E. Hatch, S. Stevens

Ex Officio Members Present
M. Ston (remote)

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

C. Billings called a meeting of the board of directors of Arco Iris Spanish Immersion School to order on Thursday Jul 16, 2020 at 6:03 PM.

C. Public Comment

There were no public comments.

D. Approve Minutes - 06/18/2020 Board Meeting

S. Marx made a motion to approve the minutes from June Board Meeting on 06-18-20.
R. Christopherson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Trivedi	Absent
L. Anderson	Aye
C. Billings	Aye
M. Barron	Aye
E. Hatch	Absent
S. Stevens	Absent
R. Christopherson	Aye
S. Marx	Aye

II. New Business

A. Arco Iris Grant

Ms. Mary Taylor, a founder of Arco Iris, presented a scholarship proposal for Oregon high school students entering college. The Board discussed and requested that the mission be incorporated into the criteria.
S. Stevens made a motion to create the Mary Taylor Arco Iris Spanish Immersion School Scholarship and create a selection Committee.
R. Christopherson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Billings	Aye
R. Christopherson	Aye
E. Hatch	Aye
L. Anderson	Aye
S. Trivedi	Absent
S. Marx	Aye
M. Barron	Aye
S. Stevens	Aye

The Board thanked Ms. Mary Taylor for the opportunity.

B.

Staff Agreement

Executive Director Michelle Herron presented the candidate for staff agreement. The Board inquired about licensure, language proficiency, and other charter requirements. This hire requires a charter registry spot; there would be three more remaining within the 50% licensure requirement.
E. Hatch arrived.
S. Stevens arrived.
M. Barron made a motion to approve Yamilet Alas' employment agreement and extra duty agreement.
L. Anderson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Barron	Aye
E. Hatch	Aye
S. Trivedi	Absent
S. Marx	Aye
C. Billings	Aye
L. Anderson	Aye
R. Christopherson	Aye

C. ReOpening Guidelines

D. 2020-2021 School Calendar

Executive Director Michelle Herron presented three versions of the 2020-21 school calendar.
S. Stevens made a motion to adopt calendar version 3 for school year 2020-21.
L. Anderson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

L. Anderson	Aye
E. Hatch	Aye
S. Marx	Aye
S. Trivedi	Absent
S. Stevens	Aye
M. Barron	Aye
R. Christopherson	Aye
C. Billings	Aye

III. Academic Excellence

A. Executive Director's Report

Executive Director Michelle Herron presented the following Report:

1) Information to Share
Student Achievement

- **Middle School math adoption - Big Ideas**
  - **Information from Elise**
  - **Hope Chinese uses this program as well and they are happy with how it aligns with Singapore Math in K-5. Catlin Gabel also uses it, but they are thinking about switching to something more inquiry based.**
  - **Communication to families?**

Executive Director Herron presented a Big Ideas as the proposed middle school math curriculum, which was proposed by herself and Maestra Elise Courand.

The Board noted that the mission statement may need to change to reflect the usage of Singapore Math. The Board asked about cost, which is comparable to previous curriculum, and discussed the gaps this fills.

Climate and Culture

- **Seven staff members are high risk or have family members who are and have high levels of concern about returning based on the survey I did before school ended. I've spoken with Marguerite about their FMLA options.**
- **Helping staff and students adapt to new routines will take time. I'm suggesting we make adjustments to the calendar to allow for a slower transition back to school.**
- **Virtual tours and individual visits for new students and families? Back to School Night before school starts.**
- **I'd like us to host Q & A sessions for parents similar to what BSD did as soon as we feel like we have a more solid re-entry plan.**

Professional Development

- **All staff meetings and PD will be virtual until it's safe to be back in the same room. Our focus will be on effective distance learning strategies. I'd also like to subscribe to the Charlotte Danielson network for tutorial videos that could be used in place of peer observations.**

Hot Topics

- **No early start in August per BSD SpEd dept. Based on new developments with transmission rates, this is probably a good thing**
- **CARES Act - we are projected to receive $42,803 based on 10/1/19 enrollment of 429. We'll get a final figure in August. This money can be used for all COVID related expenses incurred since 3/13/20. We have to submit our budget by 9/30.**

- **Grant spending - I am connecting with Kate Pattison next week to discuss changing our original spending categories. We have ~ $250K left to spend and we are planning to use it on technology, curriculum (with an emphasis on digital resources), and furniture for the new section of 1st grade. Our technology goal will be to provide 1:1 devices for kids and we are looking into using iPads for grades K-2 instead of Chromebooks because they are easier to use. We also plan to purchase Swivl recording systems for every classroom so teachers can easily record their lessons. If we have enough money left, we may also be able to**

2) Seeking Input

- **Calendar revisions - changes made to balance instructional time between cohorts, minimize disruption of in-person attendance days, provide transition time at the beginning of the year.**
  - **Version 1 - Distance learning in Dec.**
  - **Version 2 - Extra week in Sept. for family transitions**
  - **Version 3 - All of the above. Note - we could add back in-person learning in Dec. if the situation improves.**
- **Reopening Blueprint - The advisory council has been meeting to talk through all the issues and we've received some cleaning and sanitation guidance from the health department. There are lots of details and the advisory group will meet weekly (or more) until we get the blueprint in "final" form. The state will release additional guidance on July 21 and Aug. 1. We need to be planning for simultaneous onsite and distance learning, which is very challenging for staff.**
  - **Safety measures**
    - **Staggered arrival and dismissal. Multiple entrance and exit points.**
    - **Cohort management (attendance, location, classroom, intervention groups)**
    - **Physical distancing routines**
    - **Handwashing (need soap and water hand washing before meals, which means we need more access to water)**
    - **Playground schedules for recess and PE**
    - **Bathroom schedules and access limitations**
    - **Protective equipment for staff and students**
    - **Isolation room**
    - **Daily contact logs**
    - **Health dept reporting**
  - **Instructional considerations**
    - **Attendance and grading will be back to "normal". Teachers need evidence of daily contact with students**

- **Providing adequate time for teachers to connect with students who are learning from home. BSD is shortening their instructional day by 45 mins to 1 hour to provide time for this.**
- **We need to develop guidance for teachers on expectations for distance learning for students who attend in the hybrid model and for those who do all remote learning.**

Board discussed instructional time, how it presents in hybrid model, and emphasized the critical importance of Spanish instruction.

- **Ongoing communication with families about reopening plans, collecting input on preferred attendance days.**
- **Feedback on my goals**

3) Decision Needed

- **Calendar**
- **Daily schedule adjustments**

M. Barron made a motion to adopt the middle school math program Big Ideas.
S. Stevens seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
S. Stevens	Aye
M. Barron	Aye
E. Hatch	Aye
S. Marx	Aye
L. Anderson	Aye
S. Trivedi	Absent
R. Christopherson	Aye
C. Billings	Aye

ACTION ITEM: Executive Director Michelle Herron to draft a communication to families regarding the Big Ideas math curriculum for middle school.

ACTION ITEM: Executive Director Michelle Herron to send grant related purchases to Ms. Christa Billings and Ms. Sarita Stevens for approval. If above the delegated threshold, approval will be sought at Board meeting.

ACTION ITEM: Executive Director Michelle Herron to survey school community on preference of late start or early dismissal for in-person school days.
S. Marx made a motion to shorten the instructional day in the 2020-21 school year by 45 minutes, in alignment with the Beaverton School District, to provide time for students doing distance learning.

R. Christopherson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
M. Barron	Aye
R. Christopherson	Aye
S. Stevens	Aye
L. Anderson	Aye
C. Billings	Aye
S. Marx	Aye
E. Hatch	Aye
S. Trivedi	Absent

B. Strategic Direction - Results of Survey and Director's Goals

Ms. Erin Hatch presented the results of the recent school community survey on Strategic Goals.
ACTION ITEM: Ms. Christa Billings to send draft policies to Board for review and Ms. Sara Marx to call out disciplinary policies.

ACTION ITEM: Ms. Christa Billings to reach out to BSD and Hope Chinese School for clear language on safety and behavior.

IV. Finance

A. Treasurer's Report

Nothing to report; still awaiting June financials (year-end close).

B. Finance Committee

No report provided.

V. Development

A. PTO Report

No report provided.

B. Development & Community Relations Committee

No report provided.

VI. Governance

A. Governance Committee

Ms. Christa Billings is compiling the draft policies and will distribute for Board review, as indicated above.

VII. Closing Items

A. Closing Comments and Action Items

Ms. Sara Marx reviewed the action items.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
S. Marx